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STATE PROCUREMENT OFFICE
EMERGENCY PROCUREMENT

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STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Land and Natrual Resoures (Div. of Boating & Ocean Recreation, Kauai)
Name of Requesting Department

Pursuant to HRS § 103D-307 and HAR chapter 3-122, Subchapter 10, the Department requests approval for the following

5/22/13

1. Date or period of Emergency: 5/13/2013	2. After-the-Fact: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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3. Describe in detail the emergency situation that created a threat to life, public health, welfare or safety.
The influent pump at the sewer treatment plant failed on 5/12/2013, causing the sewer to back up into the rest-rooms. Causing a major public health issue, at the Nawiliwili Small Boat Harbor.

4. Vendor/Contractor/Service Provider Name: Aqua Engineers.	5. Amount of Request: \$ 4,513.78
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6. Describe in detail the emergency goods, services, or construction and explain why it is necessary.
Replace influent pump at the sewer treatment plant, connect the electrical power and run timer meter at the Nawiliwili Small Boat Harbor

7. State the reason(s) the vendor/contractor/service provider was selected. Explain what competition, as is practicable, was conducted.
The vendor is the only vendor on island that can provide the services required.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

*Point of contact (Place asterisk after name of person to contact for additional information.)

Name	Division/Agency	Phone Number	E-mail Address
Joseph Borden	Boating & Ocean Rec.	808-241-3111	joseph.v.borden@hawaii.gov

All requirements/approvals and internal controls for this expenditure is the responsibility of the department. I certify that the information provided is to the best of my knowledge, true and correct.

[Handwritten Signature]

Department Head Signature

5/15/13

Date

For Chief Procurement Officer Use Only

Chief Procurement Officer (CPO) Comments:

Department has withdrawn their request as it was determined that an existing contract covers the non-routine cost to replace the influent pump, connect the electrical power and run time meter in the amount of \$4,513.78. When processing payment to vendor the department shall attach a current compliant HCE certificate with the invoice for payment.

If there are any questions, please contact Stanton Mato at 586-0566, or stanton.d.mato@hawaii.gov.

Approved

Disapproved

No Action Required

[Handwritten Signature]

Chief Procurement Officer Signature

5/23/13

Date